



Niagara Catholic District School Board

## **EMPLOYEE HEALTH AND WELLNESS PROGRAM POLICY**

STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.19

Adopted Date: June 16, 2026

Latest Reviewed/Revised Date: June 16, 2026

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, acknowledges that all employees share the responsibility of contributing to the success of the organization. The Board is committed to promoting employee and organizational health, recognizing that these factors support regular attendance, a positive workplace culture and student success. The Board values the contributions of all employees and recognizes that program continuity is a priority for student learning.

It is essential to take a proactive approach to health, productivity and wellness through a supportive, transparent, and fair process. The Employee Health and Wellness Program is a supportive, early intervention program designed to support employees while respecting confidentiality and the privacy of employee information. The program, fosters healthy relationships and a caring respectful environment

The focus of the Employee Health and Wellness Program is to create, maintain and support a healthy workplace, which includes the physical and social environment, as well as personal health, resilience and well-being. This Employee Health and Wellness Program combines prevention, intervention and supportive assistance to promote personal and workplace wellness. By fostering a supportive environment that encourages support of employees and promotes a healthy work environment, the program also improves the quality of service to students through consistent and regular attendance of employees at work.

It is the responsibility of all employees to maintain regular and punctual attendance, to ensure the quality of programs and services, to students, staff, and the community, while promoting fairness and safety in the workplace. The Board also understands employees may be unable to attend work due to personal illness or injury beyond their control and these circumstances are supported through the Employee Health and Wellness Team. Employee attendance issues are best resolved in a caring, positive and supportive manner and can be minimized through prevention, early intervention and individual case management. The Board is committed to partnering with employees using a process that balances the organization's need to maintain high standards of public service with the employee's need for support when absent. The Board will also, through the process of supporting employees, promote an early and timely, safe return to work as a shared responsibility among all pertinent stakeholders to minimize the duration of absence where possible.

The Employee Health and Wellness Program is applied in a manner consistent with the Ontario Human Rights Code and any other applicable legislation, Collective Agreements or Terms and Conditions.

The Director of Education will issue Administrative Operational Procedures for the implementation of this policy.

### **References:**

- [\*Employment Standards Act\*](#)
- [\*Municipal Freedom of Information and Protection of Privacy Act\*](#)
- [\*Ontario Human Rights Code\*](#)
- [\*Workplace Safety and Insurance Act\*](#)
- [\*Employee Assistance Program \(EAP\)\*](#)
- [\*Education Act and Regulations\*](#)

- ***Niagara Catholic District School Board Policies/Procedures/Documents***
  - [\*Equity and Inclusive Education Policy \(100.10\)\*](#)
  - [\*Attendance Support Program \(201.16\) AOP\*](#)
  - [\*Employee Code of Conduct and Ethics Policy \(201.17\)\*](#)
  - [\*Employee Workplace Harassment Policy \(201.7\)\*](#)
  - [\*Accessibility Standards Policy \(800.8\)\*](#)
  - [\*Privacy Policy \(600.6\)\*](#)
  - *Collective Agreements*
  - *Terms and Conditions*

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<b>Revision History:</b>	